

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

November 15, 2021

1. **Call to Order** - Mayor Callis called the meeting to order at 5:01 P.M.
2. **Prayer/Pledge** – Mayor Callis offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met on November 15, 2021 with the following members in attendance: Alderwoman Penny Barnes, Alderman Thomas Dillard, Alderman Mike Hall, Vice Mayor Drew Jennings, Alderman Jody McDowell and Alderwoman Megann Thompson. Alderman Brian Woodall was absent. City Attorney John R. Bradley and City Recorder Patricia Keen were present.
4. **Approval of Minutes from November 1, 2021 Council Meeting**
A motion was made by Vice Mayor Jennings seconded by Alderwoman Thompson to approve the minutes as presented. A unanimous voice vote indicated approval.
The minutes were approved.
5. **Approval of Agenda** A motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve the agenda. A unanimous voice vote indicated approval of the agenda.
The agenda was approved.
6. **Communications from Mayor/Aldermen**
Mayor Callis updated everyone on the OSHA mandate for the workplace that is still in the court system. The city will need to have a plan in place for either way it goes. Mayor also announced the Community Thanksgiving service will be held on November 22 and the annual Christmas tree lighting will be November 23. He was please how the Annual Craft Show did this year with all the vendors.
7. **Public Recognition** – No one spoke.
8. **Public Hearing**
 - A. **Ordinance No. 21-42** – An ordinance to amend the City of Portland, Tennessee zoning map by rezoning 103 Lyons Drive (Tax Map 034, Parcel 41.01) zoned from RS-40 (Low Density Residential) to RS-20 (Low Density Residential).

No one spoke.
9. **Departmental Reports** - Motion was made by Alderman McDowell, seconded by Alderwoman Thompson to approve the reports. A unanimous voice vote indicated approval of the monthly reports as presented.

10. Human Resources – Penny Barnes – No items

11. Planning & Codes – Megann Thompson

- A. Ordinance No. 21-42 – Second Reading** - An ordinance to amend the City of Portland, Tennessee zoning map by rezoning 103 Lyons Drive (Tax Map 034, Parcel 41.01) zoned from RS-40 (Low Density Residential) to RS-20 (Low Density Residential).

Motion was made by Alderwoman Thompson, seconded by Alderman McDowell to approve Ordinance No. 21-42 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 21-42 Approved on Second Reading

12. Parks & Recreation – Thomas Dillard – No items

13. Public Works & Utilities – Brian Woodall

- A. Ordinance No. 21-56 - Second Reading** – An ordinance to enter an agreement with Cumberland Pipeline, LLC for the 2021 Gravity Sewer Interceptor Project.

Motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve Ordinance No. 21-56 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 21-56 Approved on Second Reading

- B. Resolution No. 21-97** - A resolution to approve change order #1 amount of \$419,430.00 for stone required for bedding and backfilling per linear foot of gravity sewer main to the agreement between the City of Portland and Cumberland Pipe, LLC for the 2021 Gravity Sewer Interceptor.

Motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve Resolution No. 21-97. A unanimous voice vote indicated approval.

Resolution No. 21-97 Approved

- C. Ordinance No. 21-57 - Second Reading** – An ordinance to rescind Ordinance No. 19-74 and replace in its entirety a new policy for Hydrant Meter Rentals established by the City of Portland Utilities Department.

Motion was made by Alderwoman Barnes, seconded by Alderman Hall to approve Ordinance No. 21-57 on second reading. Motion was made by Alderman McDowell, second by Alderwoman Thompson to amend the ordinance, item 2 to use the *outside commercial rate*. A unanimous voice vote indicated approval of the amended ordinance

Ordinance No. 21-57 Approved on Second Reading as amended

- D. Ordinance No. 21-58 - Second Reading** – An ordinance to amend Title 18, Chapter 1, Section 18-110 of the Portland Municipal Code, titled “Water and Sewer”.

Motion was made by Alderman Dillard, seconded by Alderwoman Barnes to approve Ordinance No. 21-58 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 21-58 Approved on Second Reading

- E. Ordinance No. 21-59 - Second Reading** – An ordinance to begin a fire line billing for all dedicated fire lines.

Motion was made by Alderman McDowell, seconded by Alderwoman Thompson to approve Ordinance No. 21-59 on second reading. Motion was made by Alderwoman Thompson, second by Alderman Hall to amend the ordinance by add the following in the fourth paragraph: *The flat monthly fee listed shall increase at the same percentage as future rates are increased.* A unanimous voice vote indicated approval as amended.

Ordinance No. 21-59 Approved on Second Reading as amended

- F. Resolution No. 21-98** - A resolution to authorize the City of Portland to allow twelve sewer taps for the City of Mitchellville Resolution 12122019 on January 10, 2020.

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Resolution No. 21-98. Motion was made by Vice Mayor Jennings, second by Alderman Hall to amend the resolution by adding *with an expiration date of two years.* A unanimous voice vote indicated approval as amended.

Resolution No. 21-98 Approved as amended

- G. Resolution No. 21-99** - A resolution authorizing the approval of the water and sewer services for Alan McFadden two lot subdivision located at 324 A&B North Harris Road.

Motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve Resolution No. 21-99. A unanimous voice vote indicated approval.

Resolution No. 21-99 Approved

- 14. Police Department – Drew Jennings** – No items

- 15. Fire Department – Jody McDowell** – No items

- 16. Finance – Penny Barnes**

- A. Resolution No. 21-100** - A resolution to declare the attached list of equipment owned by the City of Portland to be surplus to the city's need and directing disposal of same.

Motion was made by Alderwoman Barnes, seconded by Alderman Dillard to approve Resolution No. 21-100. A unanimous voice vote indicated approval.

Resolution No. 21-100 Approved

- B. Resolution No. 21-101** - A resolution to enter into a contract with Novatech for Email Migration and Upgrade to a Microsoft Government Account for the City of Portland, TN.

Motion was made by Alderwoman Barnes, seconded by Alderwoman Thompson to approve Resolution No. 21-101. A unanimous voice vote indicated approval.

Resolution No. 21-101 Approved

- C. Resolution No. 21-102** - A resolution to enter into a contract with Novatech for Managed Information Technology (IT) Support for Cyber Security for the City of Portland, TN.

Motion was made by Alderwoman Barnes, seconded by Alderman Dillard to approve Resolution No. 21-102. A unanimous voice vote indicated approval.

Resolution No. 21-102 Approved

17. Legislative – Mayor Mike Callis

- A. Resolution No. 21-103** - A resolution to adopt the Sumner County Comprehensive Growth Plan, and to forward the same to the Local Government Planning Advisory Committee.

Motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve Resolution No. 21-103. A unanimous voice vote indicated approval.

Resolution No. 21-103 Approved

- B. Resolution No. 21-104** - A resolution approving the 2022 meeting schedule for the City of Portland.

Motion was made by Alderwoman Barnes, seconded by Alderwoman Thompson to approve Resolution No. 21-104. A unanimous voice vote indicated approval.

Resolution No. 21-104 Approved

18. Airport – Mike Hall – No items

Adjournment

Motion was made to adjourn the meeting at 5:40 PM.

Mike Callis, Mayor

Patricia Keen, City Recorder